



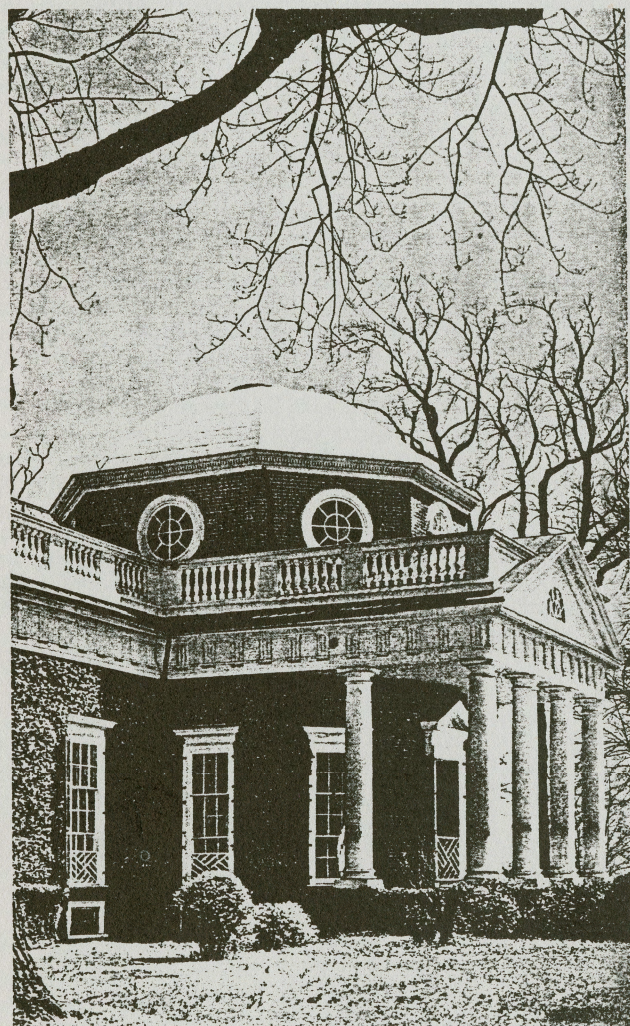
# mid-atlantic archivist

ISSN 0738-9396

Volume 15, Number 3

Summer 1986

FALL 1986 MEETING  
TO BE HELD IN CHARLOTTESVILLE, VIRGINIA



Monticello, home of Thomas Jefferson

Thomas Jefferson, favorite son of Charlottesville and Albemarle County, Virginia, loved the area in which he chose to build his home and establish "his" university. He truly believed that "nowhere else had nature spread so rich a mantle under the eye." He further stated, "On the whole, I find nothing anywhere else...which Virginia need envy to any part of the world."

Charlottesville, founded in 1762 as the county seat of the newly formed Albemarle County and named for the wife of King George II, Charlotte Sophia, has been doubly blessed by the presence of Mr. Jefferson's magnificent university and the sublime beauty of the gentle Piedmont landscape which surrounds it. The MARAC Fall 1986 Meeting in Charlottesville, October 30 - November 1, will have as an added scenic attraction the fiery blaze of the fall foliage which commands the countryside from the Blue Ridge Mountains to the neighboring Valley.

The historic district of Charlottesville centers around Court Square. Three United States presidents, Thomas Jefferson, James Madison and James Monroe, conducted their daily business as attorneys and politicians in the Albemarle County Courthouse. Restored buildings in downtown Charlottesville reflect the city's commitment to historic preservation and demonstrate its respect for the past. Walking tours of the historic district - guided by members of the Albemarle County Medical Society - will be offered to conference participants.

The downtown mall represents the success of a project aimed at revitalizing the urban "heart of the city." Situated geographically between the University of Virginia and Monticello, and directly adjacent to the OMNI Charlottesville Hotel, the brick-paved pedestrian mall features a wide variety of specialty shops, boutiques, book stores and restaurants.

The University of Virginia, Mr. Jefferson's University, reflects the aesthetic sense of its founder.

*continued on page three ...*



#### EDITORS'S NOTE

At the end of this newsletter, we have included three questionnaires on the subjects of education and outreach, certification, and Afro-American collections.

Understanding the needs of the profession by surveying the membership of MARAC is important and reaching our members through the newsletter is part of our function. However, due to cost and space constraints, we are unable to make these questionnaires "self-mailers". We urge readers to photocopy the questionnaires, fill them out, and return them to the addresses provided.

- Ron Becker and Leslie Hansen Kopp

#### ARCHIVAL EDUCATION

Two programs which were not included in the MARAC Education list [maa XIV/4] or the recent edition of the SAA Education Directory have been brought to our attention. We note with pleasure the following programs in the state of Pennsylvania:

##### Pennsylvania State University

Multi-course program offering M.A., Ph.D., and practicum.

Contact Leon J. Stout, University Archivist, The Pennsylvania State University, C107 Pattee Library, University Park, PA 16802.

##### Millersville University of Pennsylvania

Multi-course program.

Contact Roland M. Baumann, Pennsylvania Historical and Museum Commission, Box 1026, Harrisburg, PA 17120.

#### MARAC TO OPPOSE AGRESTO NOMINATION

Acting on a resolution, passed at the Mid-Atlantic Regional Archives Conference's Spring 86 meeting in Princeton, NJ, a committee appointed by MARAC chair Robert C. Morris met in Washington, DC, with John T. Agresto on June 17th concerning his nomination to be Archivist of the United States. [see minutes of the MARAC Business Meeting on page 11.] During the hour-long discussion in Mr. Agresto's office at the National Endowment for the Humanities, the committee, which also included vice-chair Martha C. Slotten, and Thomas Connors, Washington representative on the MARAC Steering Committee, sought Mr. Agresto's views on the role of the Archivist of the US and the qualifications necessary for the position. Where appropriate, the committee specifically inquired about objections raised by opponents of his appointment regarding the independence of the Archivist, the potential effects of politics on the management of the National Archives and Records Administration, and his opposition to Equal Employment Opportunity Commission guidelines at NEH.

While some of Mr. Agresto's responses were encouraging, after discussion of the meeting with members of a larger MARAC committee including Frederick Stielow, Barbara Vandergrift, and Mary M. Wolfskill, it was decided to recommend to the Senate Governmental Affairs Committee that it deny confirmation of Mr. Agresto's appointment on the grounds that he does not possess the professional background and qualifications necessary for the Archivist of the United States.



## CHARLOTTESVILLE

... continued from front page

Thomas Jefferson designed the beautiful grounds in accordance with his democratic theories of education. His well-planned academic village insured that faculty and students would work and live together in one community. Professors lived in two-story buildings, called pavilions, while students lived in the smaller rooms which linked these pavilions. This is still the case today. "Lawn rooms," although small and lacking central plumbing, are coveted by students at the University and are awarded only to the best and the brightest. Professors, a select few, continue the tradition of living in the pavilions on the Lawn among the students.

Tours of the Lawn, the Rotunda - centerpiece of the University, and the gardens with their renowned serpentine brick walls are regularly scheduled and conducted by the University guide service. Information regarding these tours will be available at the conference registration table.

\* \* \*

One of the most famous, or infamous, students at the University of Virginia was Edgar Allan Poe. His stay at the University was brief, but his legend endures, and his former room, Room 13 on the West Range, is enclosed in glass and can be viewed at all times. Poe Weekend, which coincidentally will be the MARAC meeting weekend, is celebrated by the University guides who dress in period costume and recreate life on campus in the 1830's. Poe's room is open to the public during the weekend and his life and works are feted by the guides.



Monticello, or "Little Mountain" the home of Jefferson, is located only a few miles from the city of Charlottesville. Monticello has been described as one of our country's foremost architectural masterpieces and remains a testimony to its creator's ingenuity and breadth of interests. Few houses in America more accurately reflect the personality of their owners. Located on a mountain top, the house commands a view of the Virginia countryside that Jefferson so dearly loved. There will be a tour of Monticello, offered on Thursday, October 30, which will feature a talk by its resident archeologist who is excavating the original gardens and slave quarters of the estate. Ash Lawn, the restored home of James Monroe, will also be visited on the Monticello tour, and lunch, southern-style, will be served in historic Michie Tavern, which was originally built in 1735.

Another tour will be offered on Thursday, concurrent with the Monticello/Ash Lawn/Michie Tavern expedition. This excursion will feature a visit to Montpelier, the estate of James Madison. Madison, like Jefferson, loved the Virginia landscape and chose to build his home on the gently rolling Piedmont hills and nestled in the shadow of the Blue Ridge Mountains. Montpelier is currently undergoing restoration and the tour of the estate will provide a unique opportunity to witness the work in progress. A box lunch will be served on the grounds of Montpelier and the tour group will then proceed to the Barboursville vineyards. The estate on which the Barboursville Winery is located also features some magnificent ruins of a former manor house which was designed by Jefferson. The tour will include a wine and cheese reception, and participants will be able to judge the quality of local vintages for themselves.

\* \* \*

The aesthetic beauty of the location will be complemented by the intellectual content of the program to be offered. A major contribution to the image of a mosaic America has been the history, literature, and culture of Afro-Americans and perhaps nowhere has this impact been more profound than in the South and particularly in Virginia, which has the longest continuous African presence in the United States. The theme of the Charlottesville conference, "The Afro-American Heritage in Records," is built around this contribution. Dr. Edgar Toppin, Professor of History at Virginia State University, will give the keynote address. Dr. Toppin has written and spoken extensively on the subject of Afro-American history and he is familiar with many repositories containing such records. After Professor Toppin's speech, conference participants will move to a reception

continued on next page ...

Poe served in the military under the assumed name of Edgar A. Perry, and was stationed at Fort Monroe, 1828-1829.

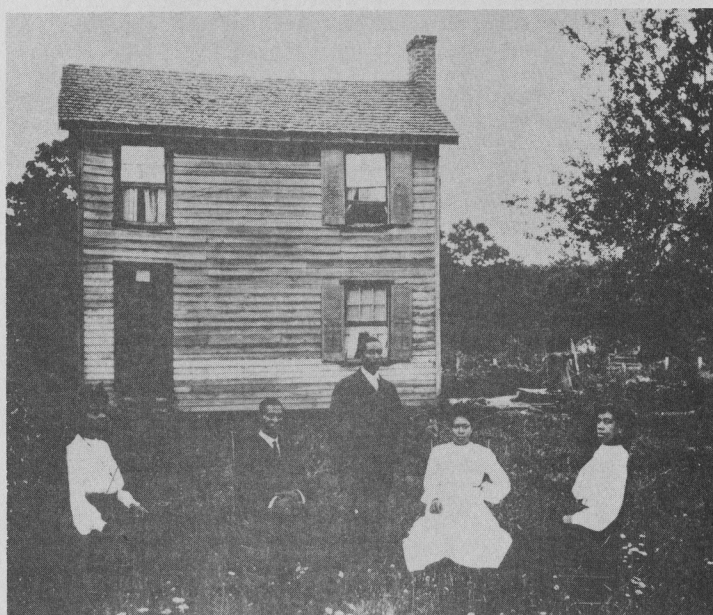


held in the MacGregor Room of Alderman Library, where there will be an exhibit of Afro-American materials. The MacGregor Room is part of the special collections area at the University of Virginia Library. MARAC members will be welcomed by Armstead Robinson, director of the Carter G. Woodson Institute for Afro-American and African Studies at the University.

The program will contain sessions on editing the sources of Afro-American history; appraising and accessioning Afro-American records; a workshop to explain useful genealogical techniques for archivists who assist researchers interested in black family history; a session on American slave records; a session about Afro-American collections in mid-Atlantic area repositories and the production of guides to Afro-American source materials; and a session devoted to the use of videotape as a means of gathering primary source documentation, using as examples two projects, one at the Schomburg Center for Research in Black Culture and the other at the Carter G. Woodson Institute.

In addition to sessions devoted to Afro-American records, there will be sessions on the MARC format; on managing an archival staff; on managing, training, and working with students, interns and volunteers; on conservation; on stress in the archival work place; on handwriting; on recruiting black archivists in predominantly white institutions; on appraisals of manuscripts and rare books; on records management for museums; and on establishing an organizational archives using as an example the archives of the Opportunities Industrialization Centers.

There will be three scheduled workshops. As part of the SAA continuing education program, "Understanding the MARC Format for Archival and Manuscripts Control" will be held on October 28-29. Details for this workshop are available from the SAA. Also planned are a workshop devoted to black genealogy and a beginning workshop about oral history.



## NEWS NOTES

### LC'S MASS DEACIDIFICATION FACILITY DESTROYED

The experimental mass deacidification facility operated by the Library of Congress at NASA's Goddard Space Flight Center has been destroyed by fire. The prototype facility, which uses diethyl zinc (DEZ) for deacidification of books, has been used to gather technical information as a prelude to a mass deacidification facility to be constructed at Fort Detrick, Maryland, and completed by 1988.

Apparently, liquid DEZ accumulated in the chemical delivery system piping and decomposed into zinc oxide and pressurized ethane gas. NASA engineers set off charges to open the pipes, which resulted in a small explosion and fire that burned for an hour. The vacuum chamber was not damaged, but the walls and roof of the temporary building were destroyed. The test facility is now inoperable. The Library of Congress estimates that redesign and reconstruction will take about a year. A team of chemical engineers experienced in handling DEZ gas will re-examine the design for the Fort Detrick facility. Meanwhile, the Army Corps of Engineers, which will oversee construction of the mass deacidification plant, has been instructed to delay opening bids for the building for 30 days.

\* \* \*

### CENTER FOR OCCUPATIONAL HAZARDS PROVIDES SERVICES

The Center for Occupational Hazards (COH), a national clearinghouse for research and education on hazards in the visual arts, performing arts, and museums, provides a number of services of interest to conservators. The COH has prepared a series of conservation data sheets, regarding chemicals commonly used in the conservation lab and health and safety programs. In addition, the COH offers both on-site and planning consultations; lectures and workshops; an art hazard information center, which responds to written and telephone inquiries; and Art Hazards News, a newsletter which is published ten times per year.

For more information on the brochure, "Conservation Hazards Project," write: Center for Occupational Hazards, 5 Beekman Street, New York, NY 10038; telephone (212) 227-6220.

\* \* \*

### MARAC DIRECTORY ADDENDUM

Anyone wishing an updated membership addendum, to be inserted in the new MARAC Directory, should request it from Brother Denis Sennett, MARAC Secretary, Friars of the Atonement Archives, Graymoor, Garrison, NY 10524. Please include a self-addressed stamped envelope.

\* \* \*

*Albemarle County Black family.*



### FINDING AIDS AWARD

The MARAC Finding Aids Award Committee renews its call for the submission of finding aids for consideration of the 1986 Finding Aids Awards. The Committee notes with particular appreciation the Marjorie Cramer memorial fund, the income from which will be used to commemorate the accomplishments of the award winners. Any recent finding aid not previously reviewed by the Committee may be submitted for consideration. Finding aids should be submitted before December 31, 1986 to: Maygene Daniels, Gallery Archives, National Gallery of Art, Washington DC 20565.

Members of the 1986 MARAC Finding Aids Award Committee are Arthur Breton, Maygene Daniels, Jacqueline Goggin, Terry McNealy, Adele Newberger, Michael Plunkett, and Virginia Purdy.

\* \* \*

### SAA FINDING AIDS FAIR

The Description Section of the SAA is again sponsoring a Finding Aids Fair at the annual meeting of the Society of American Archivists. The Fair, a display of finding aids from all types of repositories, is an informal way to exchange information and ideas about descriptive practices. Many archivists appreciate the opportunity to examine the products of descriptive work from other institutions. A large number of guides, registers, inventories and other items are expected, this year.

Finding aids for the Fair can be brought to the SAA annual meeting in Chicago and delivered to the FAF exhibit location, or they may be sent well ahead of the annual meeting dates to: Archie Motley, Chicago Historical Society, Clark Street at North Avenue, Chicago, IL 60614. Please make sure that all mailed packages are clearly marked "For Finding Aids Fair." Archivists who wish their contributed samples returned should mark them "To Be Returned" and pick them up before the exhibits close at the conclusion of the annual meeting.

Any questions regarding the Fair should be directed to: Kathy Brennan, 1609 Hyatt Avenue, Peekskill, NY 10566; telephone (914) 739-1921.

\* \* \*

### MORE ON THE PAPER CHASE

The Supreme Court took a tiny step toward orderliness in March when it issued its Monday list of grants and denials on ordinary 8½-by-11-inch paper instead of the traditional "legal size" of 8½ by 14. The court will still require the use of two sizes of filing cabinets, but the step at least brings it partly in line with the standard size of paper adopted four years ago by all other Federal courts. A spokesman, Toni House, said the longer paper will

continue to be used for such orders as those issued in response to emergency requests. But some day, proponents of uniformity hope, all Court proceedings will be issued on 8½ by 11 and then costs will go down when only one size filing cabinet is needed.

\* \* \*

### SURVEY OF FEES CHARGED BY STATE ARCHIVES, 1985

In April, 1985, the Washington State Archives sent questionnaires to the other forty-nine state archives to determine their policies on charging patrons for copying and research done by staff.

The results were that all charge copying fees; some states charge a minimum copying fee for mail-in requests, while others charge a flat handling fee.

It was found that no states charge patrons for access to records when visiting the archives in person, but many either charge for staff time spent on actually researching a request or they limit the amount of staff time which might be spent. In most cases where a charge is made, it is for mail-in requests. In a few cases fees are charged for specific kinds of requests, such as vital records searches for genealogists. The reasons given for charging research fees included reimbursement for staff time and the need to deter "fishing trips." None of the archives responding reported any problems or complaints in regard to their fees. In most cases the receipts go into a non-recoverable general fund.

Following is a list of copying and research fees charged by state archives in the mid-Atlantic region in 1985.

<u>State</u>	<u>Copying Fee</u>	<u>Research Fee</u>	<u>Comments</u>
Delaware	Yes	No*	* 15 minute maximum
Maryland	Yes	Yes*	* \$5 flat fee
New Jersey	Yes	Yes*	* \$2 vital stat search
New York	Yes	No	
Pennsylvania	Yes	No	
Virginia	Yes	No	
West Virginia	Yes+	Yes*	+ .20/page * \$2 minimum on mail-ins

[From SAA Newsletter, May 1986]

\* \* \*



CCAHA INVITES APPLICANTS  
FOR SUBSIDIZED CONSERVATION SURVEYS

The Conservation Center for Art and Historic Artifacts has been awarded a three-year grant from the National Endowment for the Humanities to continue its conservation survey program for selected repositories in the greater mid-Atlantic region. Surveys will be provided at a reduced cost of \$ 100 plus travel expenses throughout the period of funding to members of CCAHA. Membership is available to any non-profit institution for an annual fee of \$ 40.

A typical survey includes an on-site day of consultation followed by the submission of a comprehensive written report and any necessary supplementary information. The Conservation Center offers three types of survey services tailored to different conservation needs. The Overview Survey involves a general review of an institution's preservation needs including environment (temperature, humidity, light, housekeeping, fire and security), storage, handling, disaster preparedness, exhibition, and preservation planning. A Specific Collection(s) Survey involves a careful inspection of a collection, often in the form of a random sample, that results in detailed housing and/or treatment recommendations. These recommendations are designed to help the institution set priorities and formulate cost estimates. An Individual Items Survey involves the preparation of condition reports, proposed treatments and estimates for valuable individual items or groups of items in a collection. More than one type of survey may be conducted during a single consultation depending upon the time involved and the needs of the institution.

Libraries, archives, historical societies, and other records repositories are invited to submit a letter of application. This letter should describe the nature, size, and preservation needs of the collection, past and present preservation efforts, and the goal of the survey. Since the number of subsidized surveys is limited, preference will be given to institutions based on the following criteria:

1. Institutions containing collections of unique material of significant research value to the humanities scholar and/or local historian.
2. Institutions willing to make a commitment to implementing a long-term preservation plan.
3. Institutions who can demonstrate financial need.

Selections will be made twice a year and applications that cannot be accepted in one round can be reconsidered in future rounds. The Conservation Center will continue to provide surveys at full cost to those institutions who cannot meet the subsidized survey criteria.

Letters of application should be sent to Lois Olcott Price, Associate Conservator, Conservation Center for Art and Historic Artifacts, 264 South 23rd Street, Philadelphia, PA 19103.

\* \* \*

NIXON PAPERS SUBJECT OF LAWSUIT

The Public Citizen Litigation Group of Washington, DC has filed suit under the Freedom of Information Act to force the release of 1.5 million sensitive documents from the Nixon papers. The suit also seeks to clear up a fuzzy area between the FOIA and the Presidential Materials and Preservation Act of 1974. At issue are records of agencies that are now a part of the Nixon papers and in possession of the National Archives. Such records could include National Security Council discussions regarding the secret bombing of Cambodia which previously were in the possession of the State Department. For more information on this suit, contact Eric R. Glitzenstein, Public Citizens Litigation Agency, Suite 700, 2000 P Street, NW, Washington, DC 20036.

\* \* \*

WALDHEIM FILES AT THE UNITED NATIONS

The controversy over former Secretary General Kurt Waldheim's record in World War II has renewed interest in the holdings of the United Nations Archives in New York. The Waldheim file, one of 40,000 sealed files on war criminals, suspects, and witnesses compiled by the United Nations War Crimes Commission from 1943-1948, will be made available to the Governments of Austria and Israel, at their request.

Most of the papers at the United Nations Archives are available for research purposes after 20 years have passed from the date of creation. About 75% of the United Nations War Crimes Commission files, including the transcripts of the Tokyo and Nuremberg trials are open. Other documents, like the individual commission "charge" files to which Mr. Waldheim's file belongs, are restricted to member governments.

\* \* \*

ARCHIVISTS' CALENDAR

The Baltimore Area Conservation Group (BACG) will sponsor a pamphlet-making workshop on September 27th at Johns Hopkins University. The "hands-on" workshop will be led by Martha Jackson, Bindery Supervisor in the Conservation Maintenance Office at Johns Hopkins and will feature discussion and execution of alternate pamphlet bindings. For further information, please contact Joseph Turkos, 1402 Walker Avenue, Baltimore, MD 21239.

\* \* \*



The Midwest Archives Conference Fall '86 Program and Local Arrangement committees are proud to announce receipt of an NHPRC grant to support the planning and conduct of a series of one-day workshops utilizing labs and classrooms available on the campuses of the three participating Area Research Centers at the University Archives of the University of Wisconsin, River Falls, Eau Claire, and Stout (Menomonie). The grant will support honoraria and expenses for nationally known professionals to lead workshops on such diverse topics as micrographics, papermaking, audio-visual productions, archival displays, disaster planning, and microcomputer applications.

The SAA will also conduct its "Basic Conservation Workshop" in conjunction with the MAC meeting on October 8-10, 1986. In addition to the workshops, a full slate of traditional program sessions, centering on the meeting's theme "Documenting Rural America" and featuring a plenary session composed of several state historical society directors from the MAC area, will be offered on Thursday and Saturday. Running October 9 through 11, with headquarters at the Hudson House Hotel in Hudson, Wisconsin, it looks to be a superb meeting in a beautiful fall surrounding.

For more information about the meeting, contact Cheryl Norenberg Thies, Minnesota Historical Society, 1500 Mississippi Street, St. Paul, MN 55101; telephone (612) 296-6980.

\* \* \*

#### AUTHOR'S QUERIES

Persons having knowledge of historic records of the Sons of Italy are asked to contact Jim Andreozzi, Immigration History Research Center, 826 Berry Street, St. Paul, MN 55114; telephone (612) 373-5581

\* \* \*

For a book on male-male intimacy in New York City, 1830-1880, Michael Lynch would be grateful for any guidance to particular archival resources such as diaries, letters, court records or police files, which focus even passingly on male-male intimacy. He is interested in familial relationships (father-son, brother-brother, etc.), affectional relationships (friendship pairs or circles), and sexual relationships (whether criminalized or not). Please contact him at the Department of English, University of Toronto, Toronto, Ontario M5S 1A1.

\* \* \*

For an inventory of manuscript holdings about the Delaware Valley colony of New Sweden (1638-1655), the New Jersey Historical Commission and the New Jersey State Museum seek information about collections dealing with the history of the Swedish

colony, the Dutch colony of New Netherland and its relations with New Sweden, Swedes and Finns in the Delaware Valley in the 17th and 18th centuries, and 17th-century Sweden. Contact Richard Waldron, New Jersey Historical Commission, 113 West State Street, CN 305, Trenton, NJ 08625; telephone (609) 292-6062.

\* \* \*

#### MARAC STEERING COMMITTEE PRINCETON, NJ 15 MAY 1986

Attending: Lucious Edwards, Bro. Denis Sennett, Michelle Pacifico, Barbara Vandergrift, Jodi Koste, Joan Echtencamp, Donald Harrison, Fred Stielow, Greg Hunter, Leslie Hansen Kopp, Fred Miller, Gerry Watkins, Mary Bowling, Paul Hensley, Mary Wolfskill, Elaine Engst, Karen Stuart, Lauren Brown, Joan Gosnell, Roy Tryon, Barbara Benson, Martha Slotten, Ron Becker, Elsalyn P. Drucker, Bob Sink, Robert Morris, David Glenn.

Robert Morris called the meeting to order.

Previous Minutes: The chairperson asked for corrections in the minutes of the previous meeting as presented by the secretary. The following items were corrected: 1) Proxy vote; Should read "the steering committee voted not to accept proxy vote." 2) In page 2 under Membership directory, substitute "technical leaflets" for "publications" to read "we would not list the technical leaflets for the present time."

Martha Slotten suggested that the minutes contain a list of all attending the steering committee meeting and also note who made motions from the floor. This was accepted by the steering committee.

Lucious Edwards moved that the minutes be accepted with the corrections. Seconded and passed.

Chairperson's Report: Robert Morris reported on the formation of a new committee to coordinate the workings of MARAC's committees. The committee will help develop statements of purpose and formulate operational policies. The committee at the present will be made up of the following people: Bob Sink, Robert Morris, Arthur Breton, Bruce Ambacher, and Lauren Brown. They are to prepare a report for the fall meeting.

Future Sites: Martha Slotten reported on the location of past meeting sites and a list of potential sites for 1987-90:

*continued on next page ...*



# Past and Confirmed Future Sites

Fall 1972 - Wilmington, DE  
 Spring 1973 - Baltimore, MD  
 Fall 1973 - Philadelphia, PA  
 Spring 1974 - Charlottesville, VA  
 Fall 1974 - Newark, NJ  
 Spring 1975 - Annapolis, MD  
 Fall 1975 - Philadelphia, PA (jointly with SAA)  
 Spring 1976 - Winterthur, DE  
 Fall 1976 - Harrisburg, PA  
 Spring 1977 - Atlantic City, NJ  
 Fall 1977 - Wheeling, WV (jointly with Society of Ohio Archivists)  
 Spring 1978 - Fredericksburg, VA  
 Fall 1978 - Baltimore, MD  
 Spring 1979 - Norfolk, VA  
 Fall 1979 - Albany, NY (jointly with New England Archivists)  
 Spring 1980 - Crystal City, VA  
 Fall 1980 - Lancaster, PA  
 Spring 1981 - Pittsburgh, PA  
 Fall 1981 - New York, NY  
 Spring 1982 - Ocean City, MD  
 Fall 1982 - Philadelphia, PA  
 Spring 1983 - New Brunswick, NJ  
 Fall 1983 - Harper's Ferry, WV  
 Spring 1984 - Rochester, NY  
 Fall 1984 - Washington, DC (jointly with SAA)  
 Spring 1985 - Richmond, VA (jointly with South Atlantic Regional Archives Conference)  
 Fall 1985 - Harrisburg, PA  
 Spring 1986 - Princeton, NJ  
 Fall 1986 - Charlottesville, VA  
 Spring 1987 - Baltimore, MD

# Potential Sites

Fall 1987 - Charleston, WV  
 Spring 1988 - Bethlehem, PA  
 Fall 1988 - West Point/Poughkeepsie, NY  
 Spring 1989 - Wilmington/Dover, DE  
 Fall 1989 - Williamsburg, VA  
 Spring 1990 - Annapolis, MD/Philadelphia, PA  
 Fall 1990 - State College, PA

Secretary's Report: Bro. Denis Sennett gave the report on the membership which totals 910. The breakdown according to states is as follows: Delaware, 13; District of Columbia, 201; Maryland, 85; New Jersey, 55; New York, 249; Pennsylvania, 154; Virginia, 106; West Virginia, 13; Others, 34. Sixteen members requested dual state caucus memberships.

The secretary also reported that the 1986 Membership Directory has been printed and mailed. There is also a printed current update for insertion in this directory. Anyone who wishes a copy of the update may obtain one by sending a self addressed envelope to Brother Denis Sennett.

Treasurer's Report: Robert Sink distributed copies of the report and the projected budget for 1986/87. After explanation and discussion, Martha Slotten moved to accept the report. Seconded and passed.

A motion by Martha Slotten to authorize the new treasurer, Greg Hunter to deposit some of our funds in a money market account was seconded and passed.

A motion by Robert Sink to authorize Greg Hunter, newly-elected treasurer to open a new checking account was seconded and passed.

Nominating Committee: Barbara Benson reported on the results of the election. She also reported that the committee was preparing guidelines for future nominating committees. She noted that 1/3 of the membership voted in the recent election. The results are as follows:

Secretary - Bro. Denis Sennett  
 Treasurer - Greg Hunter

# State Representatives:

Delaware - Paul Hensley  
 District of Columbia - Thomas Connors  
 Maryland - Lauren Brown  
 New Jersey - Elsalyn Drucker  
 New York - Joan Gosnell  
 Pennsylvania - Lee Stout  
 Virginia - Rebecca Ebert  
 West Virginia - Cora Teel

Nominating Committee: Thomas Battle, Mary Bowling  
Custer Award Committee: Edmund Berkeley, Karen Paul

Archivist Report: Lauren Brown raised the issue of materials deposited in the MARAC Archives which might contain sensitive or restricted information. After discussion, the steering committee empowered the archivist to make the necessary restrictions on any material which he feels should be so classified.

Local Arrangements and Program Committee Reports: Karl Niederer and Elsalyn Drucker reported on the Princeton local arrangements. Mary Bowling gave a report on the program for the meeting. The steering committee expressed appreciation to the New Jersey Department of State for providing financial assistance.

Joan Ehtencamp reported on the local arrangements for the Charlottesville, VA meeting (Oct. 30-Nov. 1, 1986). Piedmont Airlines will be offering a discount to MARAC members. The meeting will be held in the OMNI Hotel. Michael Plunkett reported on the program for the meeting.

Gerry Watkins reported on the local arrangements and program for the Baltimore, MD meeting (May 7-9, 1987). The meeting will be held in the Hotel Belvedere.



Membership Lists: Bro. Denis Sennett noted the cost in maintaining dual state caucus memberships. The steering committee voted to continue to provide the membership this service. The secretary was directed to make the necessary arrangements to implement this.

Publications Committee Report: Donald Harrison presented the report and recommendations from the recent publications committee meeting. As a result, the following motions were accepted: 1) That Barry Kalen of ITT be awarded a MARAC certificate for his contribution in putting together and printing the 1986 Membership Directory; 2) That new members of MARAC will receive the latest mid-atlantic archivist and the current Membership Directory as well as a full year subscription to the maa; 3) That the mailing list be made available to archival commercial firms (buyers and suppliers), other professional societies of archival or historical nature, and groups engaged in continuing education. The fee will be \$50 plus the cost of printing. The fee may be waived under certain circumstances. If there are any questions regarding the use of this mailing list, the publications secretary will consult with the steering committee. 4) That the steering committee will reprint the four Technical Leaflets. The publications committee was directed to reprint the two most recent leaflets first. The

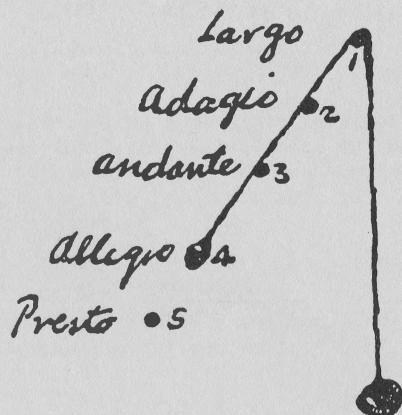
first two leaflets will then be reprinted after revision by their authors. 5) That the design, layout, and production of the mid-atlantic archivist should be contracted for. During the next six months, the publications committee will ask for bids and report back to the steering committee. In the meantime, the steering committee voted to pay Leslie Kopp for this service. 6) That a publication be issued to commemorate MARAC's 15th anniversary. The publications committee will present a recommendation for an editor or editors to the steering committee at its summer meeting. 7) That a mission statement of the publications committee be reworked.

Archivist of the United States: A resolution presented by Mary Wolfskill opposing the nomination of John Agresto for Archivist of the United States was moved and passed and will be presented to the membership for vote during the business meeting on May 17th. Paul Hensley reported for the record that the Washington Post article, quoting the Winterthur Museum Director concerning the nomination of John Agresto was inaccurate.

Next Meeting: July 24th, Maryland Historical Society, Baltimore, 11:30 am.

Respectfully submitted,  
Brother Denis Sennett, S.A., Secretary

\* \* \*



Jefferson devised this simplified metronome in 1785, indicating specific tempi for music making.



## TREASURER'S REPORT

## THIRD QUARTER 1985/86 REPORT

TOTAL CASH ON HAND, December 1, 1985

\$ 9,201.99

CASH ON HAND, checking account, December 1, 1985

\$ 1,392.27

	Third Quarter 12/1/85-2/28/86	Year To Date 6/1/85-2/28/86	% of Budget
<u>Income</u>			
Membership dues	\$ 2,961.00	\$ 8,204.00	114%
Publication sales	78.25	237.25	47%
maa advertising		45.00	6%
Bank interest	56.14	127.13	116%
Donations		10.00	--
Spring '85 Conference		5,403.91	1081%
Fall '85 Conference	5,037.35	5,037.35	1007%
	<u>\$ 8,130.76</u>	<u>\$ 19,064.64</u>	<u>179%</u>
<u>Expenses</u>			
Secretary	\$ 97.13	\$ 144.53	145%
Steering Committee	882.00	1,195.33	114%
Nominating Committee	56.50	56.50	9%
Newsletter	1,095.38	4,009.66	92%
Technical Leaflets		355.50	178%
Membership Directory	72.40	72.40	--
State caucuses	127.94	367.21	46%
Membership renewal		513.78	103%
Mailing list maintenance	75.00	95.79	48%
Bank charges	45.00	65.00	130%
Mission & Structure Task Force		353.62	--
Fall '85 Conference	10.90	397.87	--
Spring '86 Local Arrangements Committee	14.90	514.90	--
National Coordinating Comm. for the Promotion of History		200.00	133%
"Selecting an Archivist" brochure		375.00	--
Post Office permit	50.00	50.00	100%
Transfer to money fund account		5,000.00	--
	<u>\$ 2,727.15</u>	<u>\$ 13,767.09</u>	<u>157%</u>

CASH ON HAND, checking account, February 28, 1986

\$ 6,795.88

CASH ON HAND, money fund account, December 1, 1985

\$ 7,809.72

<u>Income</u>			
Interest	\$ 135.58	\$ 236.88	55%
Transfer from checking account		5,000.00	--
	<u>\$ 135.58</u>	<u>\$ 5,236.88</u>	

CASH ON HAND, money fund account, February 28, 1986

\$ 7,945.30

TOTAL CASH ON HAND, February 28, 1986

\$14,741.18

Respectfully submitted,  
Robert Sink, Treasurer



MARAC BUSINESS MEETING  
PRINCETON, NJ  
17 MAY 1986

The meeting was called to order by the Chair, Robert Morris. The Secretary and Treasurer, as well as the Future Sites, Program, and Local Arrangements Committees reported to the membership on the material discussed and passed by the Steering Committee on the 15th of May [see Steering Committee minutes].

A slide presentation about Charlottesville was presented to the membership to encourage interest in our next meeting site.

Discussion was held regarding the proposed nomination of John Agresto as Archivist of the United States. A resolution proposed by the New York State Caucus and amended several times was passed by a vote of 54 to 27:

Whereas, John Agresto has been formally nominated as the Archivist of the United States, and

Whereas, the position of the Archivist of the United States is not only important to the National Archives, but to the archival community in the Mid-Atlantic region, and

Whereas, Mr. Agresto's plans for the National Archives and his views of archival matters are largely unknown to the members of the Mid-Atlantic Regional Archives Conference, therefore,

Be It Resolved by the membership of the MARAC meeting in Princeton, NJ on May 17, 1986, that the Chairperson of MARAC shall

a) appoint a committee to formulate questions of concern to MARAC members for discussion with Mr. Agresto, and

b) contact Mr. Agresto and request a meeting with the committee, and,

Be It Further Resolved that after this process, the Steering Committee shall decide whether to support or oppose Mr. Agresto and communicate this position to the President of the United States and the Senate.

The Local Arrangements and Program Committee Chairpersons thanked their committee members for their participation and also thanked the various people and agencies which assisted them in this endeavor.

Adele Lerner made the following resolution:

*Whereas, the Ramada Inn has provided fine food, nice rooms, free drinks, and the obligatory fire drill, and*

*Whereas, Morven soothed us with music and ambiance, and*

*Whereas, we all now know the difference between the handwriting of Jefferson, Hamilton, and Washington,*

*Be it resolved that we thank Karl Niederer and Richard Waldron and their fine and hard working Local Arrangements Committee.*

Leslie Hansen Kopp made the following resolution:

*For Mimi, our fearless Program Chair  
Now that MARAC is almost out of her hair:*

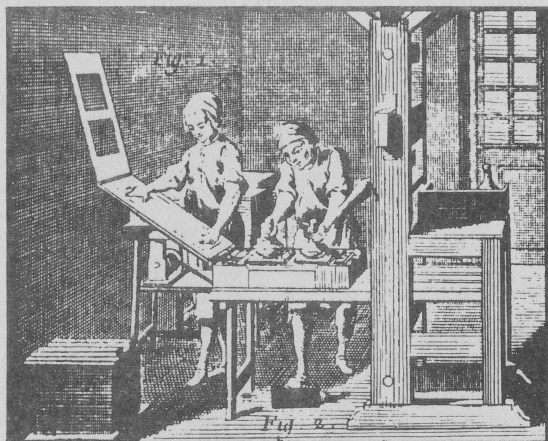
*The telephone lines to computers were long,  
But of all the things that could have gone wrong,  
Luckily only one session died ...  
Making you eligible to be certified!*

*We heartily thank Mimi and her crew  
For the excellent program that featured  
themes of Diversity;  
And now we all know, it's true:  
Mimi, You is the "U" in Unity.*

Motions were accepted by acclamation and the meeting was adjourned.

Respectfully submitted,  
Brother Denis Sennett, S.A., Secretary





## PRESERVATION NEWS

### CONFERENCE REPORT: NEW DIRECTIONS IN PAPER CONSERVATION

"New Directions in Paper Conservation," the 10th Anniversary Conference of the Institute for Paper Conservation (IPC), was held at Oxford University the week of April 14-18. The first conference sponsored by the IPC was held at Cambridge in 1980 and it established a series of professional issues that have been addressed during the decade. The Oxford Conference provided participants the opportunity to reflect on what has been accomplished and to consider an agenda for the next decade. Over 500 conservators, archivists, librarians and curators from around the world attended the conference.

Session topics of special interest included alternative approaches to the treatment of mold, ethical considerations in conservation, recent advances in the study of paper, conservation of photographs and a review of current developments in conservation. Seminars were held on computer applications in conservation, freeze-drying, and the education of conservators to meet the needs of archivists and librarians. The papers will be published as a special issue of Paper Conservation, the IPC's journal, next year. Sessions were recorded and it is hoped that tapes of individual sessions, as well as the entire conference, will be made available.

Of particular interest was the slide presentation on the restoration of the Domesday Book, given by Dr. Helen Forde, Head of Conservation at the Public Records Office. Repaired and rebound, it is now on display in celebration of its 900th anniversary year, and the exhibition itself is not to be missed by those planning a trip to London. The restoration of the manuscript was complicated and undertaken with great care. In the process, a facsimile of the entire manuscript was made and will be available for

purchase in its entirety, or by region. It is hoped that the facsimile, which is of a very high quality, will facilitate research into these records without the need to consult the original manuscripts, which are both rare and fragile.

Bill Minter, a private conservator from Chicago who developed the encapsulating machine, spoke on polyester film encapsulation. He noted that there are now a variety of polyester films on the market and warned that the wrong film can produce disastrous results. He urged that we specify exactly what film we want and not allow substitutes from our suppliers. If a film is suspect, it can be sent to the manufacturer to be checked. He observed that polyester is a good product that should be around for a long time, but that there are a variety of types available and each has its own specifications.

Minter also discussed the testing done at the Library of Congress to determine if materials should be deacidified before encapsulation. The Library's tests were done on new paper and Minter questioned whether their results might be different if older papers were used. He hopes that this research will be published. Deacidification before encapsulation is still highly recommended. If an item is not encapsulated, it will deteriorate at a much higher rate. If an item cannot be deacidified, it is necessary to leave air holes in the encapsulation, to cut off the corners, or to insert a sheet of alkaline paper. The LC publication, Polyester Film Encapsulation is being rewritten and updated and should be available soon.

One of the most popular sessions at the conference was the review of current developments in deacidification. George Cunha, Director Emeritus, Northeast Document Conservation Center, described the major deacidification systems that have been developed to date. A major portion of his presentation was devoted to the two most marketable ones, the diethyl zinc (DEZ) method that is being developed at the Library of Congress, and the Wei T'o method, which is operative at the Public Archives of Canada. Cunha pointed out that neither system is easily scaled down. All industrial chemicals are toxic, with toxicity ranging from the insignificant to the dangerous. The Wei T'o system is non-flammable and harmful only if exposure is prolonged. DEZ, as we have learned, is highly toxic and explosive. The Library of Congress will initiate a "well organized and well planned" investigation of the accidents that took place in December and February at its deacidification facility in Suitland, MD. Cunha concluded that both systems are fully able to perform what they were designed to do. Information and data about the systems is to be published in a forthcoming issue of Library Technology Reports.

Richard Smith, the inventor of the Wei T'o system, described it and its operation at the Public Archives of Canada. Geoffrey Morrow, of its staff, discusses the current operation of the system. Donald Sebera, Library of Congress, gave a slide presentation of the DEZ system. Discussion of deacidification systems carried over into an addi-



tional session at the end of the formal program. There was considerable debate over the pros and cons of systems and their appropriateness for materials. The British Library is working on the development of a method that will not only deacidify, but also will strengthen papers. Professor Otto Waechter at the Austrian National Library has also developed a system that apparently can both deacidify and strengthen documents.

Although the Library of Congress has invested a considerable amount of money in the development of the DEZ system, there is no question that it does have its drawbacks and is of limited use to other institutions. As one conference participant said, it appears that the DEZ system is one whose time came, and went, in the march of technology. We have been on the verge of a workable, efficient and effective mass deacidification system for some 15 years now and we continue to be so close, and yet so far. We need to pay close attention to the systems being developed and offer our support, for, of all conservation treatments this is the one most needed by archivists and librarians. Every year that we keep our post-1870 collections on "hold" we will lose more of this material.

The session on ethical considerations had considerable impact. Jonathan Ashley-Smith, Conservation Department, Victoria and Albert Museum, stressed the need for a code of ethics for conservation. He observed that there is a misconception of ethics and of ownership, and abuses of both. Ethics are about people, not objects; they are a set of judgments by people about people and they depend upon context. The closer one defines ethical considerations the more it sounds like good management. The most vocal or senior people usually make the rules; most conservators seem to prefer to have someone else define the rules, then will work within them. It is only within the past ten years that the conservation profession has realized that it must write its rules. While many are covered by legislation, others are formed by common sense and by a sense of morality. Ethics are a managerial tool that help with decision-making, help in the training and direction of staff, drive the direction of research and help with consultation and clarification.

Don Etherington, Conservator, Harry Ransom Center, University of Texas, who has been involved in the discussion of ethics in book conservation, reviewed the debate among conservators. There is a difference between the conservation of a work of art on paper and a collection of documents or books. Further, a code of ethics must take into consideration a number of factors such as housing, exhibition, real value, and emotional value. Different decisions might be reached on the treatment of an object, depending on use. A code of ethics must be broad enough to encompass all specialties in conservation.

Medieval art historian Michael Kaufmann, Director of the Courtauld Institute, maintained that the priority is the integrity of the object and that the conservator should intervene as little and as seldom as possible. However, this standard is not

appropriate for bulk treatments on library and archival materials, which can be carried out by trained conservation technicians. He observed that the ability to recognize principal types of damage and to prepare priorities "is of central importance when dealing with a large collection" of materials requiring "rapid individual treatment."

Considerable discussion followed the formal presentations. The need for discussion between conservator and curator was stressed. Kaufmann maintained that the responsibility for a collection rests with its curator, but the conservator knows how the material can be treated. It is dangerous when there is a lack of communication between the two. He compared this relationship to that of a doctor and patient: the curator should accept the treatment recommended by the conservation staff. It became clear, both in this meeting and in the seminar that I conducted on the education of conservators, that curators (archivists and librarians) lack basic training in the physical nature of the objects in their care and in the basics of their care and conservation. Few courses exist and they are not mandatory for professional certification. If curators do not understand the nature of the objects for which they are responsible, they cannot responsibly care for them. Training, not only of conservators and conservation technicians, but also of curators and administrators, may be the key element in resolving ethical dilemmas.

The book and paper conservators are concerned with defining and developing their profession. They are also very concerned about breaking down the communication barriers between conservator and curator. While they, by the very nature of their work with our collections, know a great deal about us, they regret that we know so little about them, although they consider their work essential to ours. There were less than ten "preservation administrators" at the conference; two appeared intermittently. Only three, to my knowledge, did not come to preservation administration from the conservation profession. Many of the conservators are active in their library and archival associations and they want to know why we are not more active in theirs. We should make the effort. We need not attend more than one or two technical papers, but we need to get a feel for conservation -- we might even learn something about the objects in our care. If we are to deal with archival collections effectively, to assure that future generations are able to consult the documentation of their heritage, we are going to have to educate ourselves beyond the realm of linear feet and retrieval.

-- Susan G. Swartzburg

\* \* \*

The 8th edition of the Library Binding Institute's Standard for Library Binding is now available. The standard was created with the combined efforts of

*continued on next page ...*



library binders, conservators, librarians and other experts. It is clearly and concisely written with terms defined and procedures carefully explained. It should be in every archive that includes bound materials. It is available for \$ 5 (checks payable to LBI) from the Library Binding Institute, 150 Allens Creek Road, Rochester, NY 14618.

\* \* \*

The American Institute for Conservation's Newsletter reports that A Relative Humidity Control Module for Display Cases, the blueprints and a construction and assembly manual for the Canadian Conservation Institute's newly-developed relative humidity control module, is available at a cost of \$ 15 (Canadian) per set. Those interested should contact the Training and Information Division, CCI, 1030 Innes Road, Ottawa, Ontario, K1A 0M8 Canada.

\* \* \*

The Northeast Document Conservation Center offers an information packet on preservation of library and archival materials designed for use by preservation administrators and others responsible for the care of collections. The packet contains 20 leaflets and articles on preservation management topics such as environmental conditions, storage methods, and disaster planning. It also contains instructions for specific conservation procedures, such as polyester encapsulation, surface cleaning, and repair of paper. It includes a list of suppliers and services, as well as current bibliographies. The packet is available for \$ 8, payable to NEDCC, Abbot Hall, 24 School Street, Andover, MA 01810.

\* \* \*

The Council on Library Resources (CLR), the Library of Congress, and the National Endowment for the Humanities are sponsoring the production of a documentary film on preservation for television broadcast. The purpose of the documentary is to inform a public of information users that a preservation problem exists with library and archival materials, that it deserves wider attention, and that it has identifiable solutions. Funding has been provided by the Mellon Foundation, NEH and CLR.

A principal objective of the film will be to focus on the relationships between information in many forms and the daily lives of viewers. The importance of access to information and the way in which people might be affected by the loss of library materials will also be emphasized. Another objective of the film is to stress the relationship between library information and scholarship so that university faculty members and scholars will appreciate the need for preservation of materials in either their original or secondary formats. The film will stress the essential differences between original format preservation, which for reasons of cost can be done only on the most important materials, and preserving the great mass of important but standard research materials, which in many cases will have to be accomplished by transferring the

information to another format. This information comes from the LC Information Bulletin, April 14, 1986; there will be more to follow, as this project develops.

\* \* \*

#### PRESERVATION CALENDAR

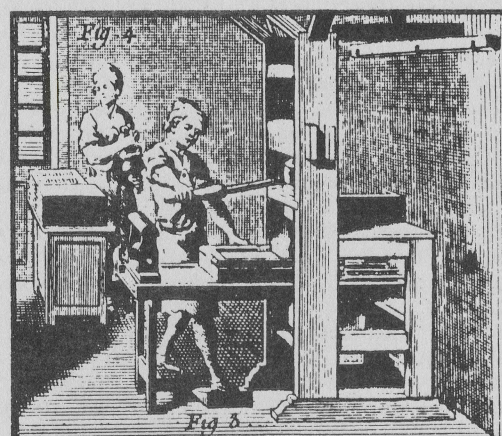
August 24-26: Chicago, IL. Administration of Photographic Collections, preconference workshop at the Society of American Archivists Annual Meeting. Contact: Patricia E. Palmer, Program Coordinator, SAA, 600 South Federal, Suite 504, Chicago, IL 60605.

October 8-10: Hudson, WI. Basic Archival Conservation, preconference workshop at the Midwest Archives Conference. Contact: Patricia E. Palmer, Program Director, Society of American Archivists, 600 South Federal, Suite 504, Chicago, IL 60605.

November 16-20: Washington, DC. "Museum Security: Protecting Cultural Property," workshop sponsored by the Office of Museum Programs, Smithsonian Institution. Presentations and tours of museum security, fire, safety, and health in exhibiting, storage, and transit. Topics covered will include conservation, emergency planning and risk management. Fee \$ 85. Contact: Office of Museum Services, Smithsonian Institution, A & I Building, Room 2235, Washington, DC 20560.

December 3-5: New York City. "Administration of Photographic Collections," a 3-day workshop for people currently working with non-print collections or documentary photographs. Enrollment is limited and qualified applicants will be admitted as their applications are received. The course is sponsored by the Society of American Archivists and will be held at the New York Public Library. Registration: \$ 75. Contact: Society of American Archivists, 600 South Federal, Suite 504, Chicago, IL 60605.

December 10: Washington, DC. Second Annual Preservation Conference, sponsored by the National Archives and Records Administration. Contact: Alan Calmas, Preservation Officer, National Archives, Washington, DC 20408.





## STATE AND LOCAL NEWS

## DELAWARE

The assessment report on the condition and needs of Delaware's historical records has just been issued. Entitled Delaware's Documentary Heritage: The Future of Historical Records in the First State, the report covers state records, local government records, non-government records, and common problems/coordinated solutions. A summary brochure is also available. For further information, contact Roy H. Tryon, State Archivist and Records Administrator, Hall of Records, Dover, DE 19901; telephone (302) 736-5318.

\* \* \*

Delaware's NHPRC-funded local records project has begun. The project will extend for two years and is designed to develop a local government records program base for the state's political subdivisions. To launch the project, an advisory committee has been formed made up of local government officials. In addition, out-of-state consultants will also participate. The committee's first meeting was held on February 27th in Delaware's Old State House. Dr. Roland Baumann of the Pennsylvania State Archives and Mr. David Olson of the North Carolina State Archives addressed the group on the importance of the project and their assessment of the project plan and objectives. For further information, please contact Mr. C. Russell McCabe, Coordinator of Local Records Services, Hall of Records, Dover, DE 19901; telephone (302) 736-5318.

\* \* \*

A general schedule covering 156 series of financial, personnel, and administrative records has just been issued for use by Delaware state agencies. The product of nearly two years of effort, the schedule has been reviewed and approved by many of Delaware's highest public officials. For further information, please contact Mrs. Penelope A. Rainey, Coordinator of Records Services, Hall of Records, Dover, DE 19901; telephone (302) 736-5318.

\* \* \*

## DISTRICT OF COLUMBIA

Cuts in the 1986 budget and additional slices by Gramm-Rudman have caused a severe cutback in the hours and services of the Library of Congress. The Library is eliminating Sunday hours and weekday evening hours with the exception of Wednesdays.

\* \* \*

The Moorland-Springarn Research Center, Howard University, has been recognized by its parent institution as the Outstanding Service Unit in Academic Affairs for the 1985-86 academic year. The selec-

tion is made by a special committee of Howard University faculty.

The Center was founded in 1914 and is recognized as one of the largest and most comprehensive repositories in the world for the preservation and documentation of the history and culture of Afro-Americans.

\* \* \*

## MARYLAND

The Maryland State Archives is moving to a new Hall of Records building in July. The new address will be: Maryland State Archives, 350 Rowe Boulevard, Annapolis, MD 21401.

It is anticipated that the Archives will be closed for the entire month of July, but the length of time may change. The State Archives Search Room will be closed to the public each Monday until the new building opens. Anyone planning to visit this summer should write or call ahead of time.

\* \* \*

## NEW YORK

The City University of New York (CUNY) has adopted a formal statement establishing a comprehensive archival policy for the university. It calls for the president of each college within the university to appoint an archivist responsible for preserving the records of historical importance to that college. Archival records pertaining to the university as a whole are to be kept in the Central Office Archives. The statement also identifies broad categories of historically important records. The initial policies adopted by CUNY provide a foundation for a program but do not constitute a detailed plan for action. Appointment of a university-wide committee is called for to further the study of the university's records management needs and to develop detailed plans for implementation of a full-scale program.

Copies of the new policy statement are available from William Myrick, Director for Cooperative Library Planning and Development, Office of Academic Affairs, City University of New York, 535 East 80th Street, New York, NY 10021.

\* \* \*

The New York State Archives staff has begun entering record series descriptions into the Research Libraries Information Network (RLIN) data base. This effort is part of a seven-state project funded by the NHPRC to compile a data base of more than 25,000 series descriptions of state archival holdings.

\* \* \*

*continued on next page ...*



"Welcome Home: The First Anniversary," an exhibition presented by the New York City Municipal Archives, features letters and memorabilia collected by The New York Vietnam Veterans Memorial Commission. The exhibition is open to the public, through October 3, 1986, in the lobby of 31 Chambers Street, Manhattan. Also included in the exhibition is the architect's model for the New York Vietnam Veterans Memorial. It was recently announced that the records of the New York Vietnam Veterans Commission will be housed in the Municipal Archives.

\* \* \*

#### PENNSYLVANIA

"The WPA in Philadelphia - Work By and For the People" exhibition will be shown through the end of July at the Philadelphia Branch of the National Archives, 9th and Market Streets. A new exhibition entitled "Support the War Effort: The Philadelphia Homefront, 1916-1919" will open September 26, 1986. For further information, contact Shawn Aubitz at (215) 597-3000.

\* \* \*

The Swarthmore College Peace Collection has received a Ford Foundation Grant to process ten important women's collections. All of the collections tell the stories of heroines of the women's peace movement, including the extensive records of the Women's International League for Peace and Freedom dating from 1915.

\* \* \*

The Dickinson College Library has become a center for material relating to the accident at the Three

Mile Island Nuclear plant in March, 1979. A group of Dickinson faculty members supervised interviews of about 300 residents of the Carlisle area immediately after the accident.

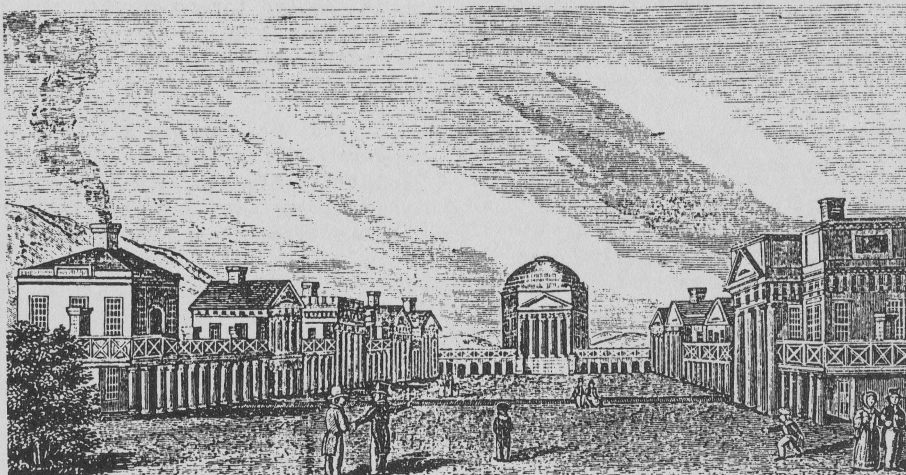
The College's Special Collections, where the TMI collection is housed, recently received the papers of two Harrisburg consumer groups most active in their concerns about TMI: Three Mile Island Alert and Three Mile Island Public Interest Resource Center. These papers include not only correspondence and publications created by the organizations themselves but important collateral records of the many hearings held in connection with the accident and restarts of TMI. John Murdoch of Camp Hill, a former trustee of TMIA has added his 230 cassette tapes of hearings, television and radio broadcasts, symposia and other programs relating to TMI.

Dickinson's TMI Collection includes runs of newsletters of lobbying groups, some of which organized soon after the accident, as well as a comprehensive clipping file from local newspapers. There are no restrictions to access to the collection except for the tapes of the oral history project. Although the collection continues to grow, its volume is currently about 30 cubic feet.

\* \* \*

#### MARC-VM USERS GROUP

Persons currently implementing the MARC-VM format to catalog visual materials who are interested in organizing an informal MARC-VM users group are asked to contact Maureen O'Brien Will, Prints and Photographs Department, Chicago Historical Society, Clark Street at North Avenue, Chicago, IL 60614; telephone (312) 642-4600.



UNIVERSITY OF VIRGINIA, AT CHARLOTTESVILLE.



# PEOPLE

TIMOTHY CARY has been appointed Assistant Special Collections Librarian for Manuscripts at the State University of New York at Stony Brook. He had previously been Assistant Curator of Special Collections at the University of Alabama.

\* \* \*

RAY LeFEVER has accepted the position of Records Management officer for Dutchess County, New York. He had previously been Deputy Records Manager at the Albany County (NY) Hall of Records.

\* \* \*

CAESAR IACOVONE has been appointed Director of the New Jersey Division of Archives and Records Management in the Department of State. Mr. Iacovone is a 22-year veteran of state service. The Division consists of the Bureau of Archives and Records Preservation, headed by KARL J. NIEDERER; the Bureau of Micrographics and Alternative Records Storage, headed by JAMES J. FRUSCIONE; and the Bureau of Records Management, headed by WILLIAM C. WRIGHT.

\* \* \*

DONN C. NEAL has been selected to become Executive Director of the Society of American Archivists. He has served as Executive Director of the Pittsburgh Council on Higher Education since 1981.

\* \* \*

ROBERT J. PLOWMAN, Director of the Philadelphia Branch of the National Archives, has been appointed to the State Archives Advisory Committee for Pennsylvania.

\* \* \*

BARBARA S. IRWIN has been appointed Special Collections Librarian/Archivist of the University of Medicine and Dentistry of New Jersey. She will administer the Special Collections of the University Libraries, the University Archives, and the Oral History Program. Ms. Irwin was formerly the Library Director at the New Jersey Historical Society.

\* \* \*

DENIS MEADOWS and DEBRA SHEA have been appointed Assistant Archivists at the Ford Foundation in New York City.

\* \* \*

HEDI KYLE has been appointed Conservator at the American Philosophical Society in Philadelphia. She replaces WILLMAN SPAWN who recently retired after 36 years of service. GAIL HARRIMAN is her assistant.

\* \* \*

SANDRA L. CHAFF, Director of Archives and Special Collections on Women in Medicine at the Medical College of Pennsylvania since 1977, has been awarded the 1985 Camille Mermod Award by the American Medical Women's Association. The annual award, initiated in 1969, is specifically given to a layperson (non-physician) who has rendered outstanding service to AMWA.

\* \* \*

G. ROLLIE ADAMS, former Director of the Buffalo and Erie County Historical Society, has been appointed Director of the Louisiana State Museum in New Orleans.

\* \* \*

PATRICIA ANNE TAYLOR has been appointed Director of the Municipal Reference and Research Center of the New York City Department of Records and Information Services. She has previously served as Chief of the Records Management Unit in the Department's Municipal Records Center.

\* \* \*

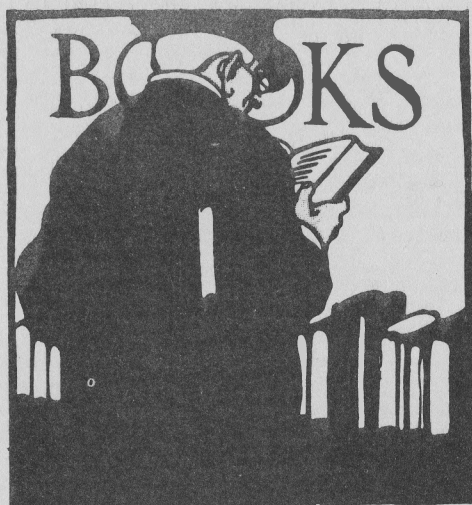
New Jersey has established a conservation/preservation program through the Library Development Bureau of the State Library. To implement the program, SALLY ROGGIA, former Director of the Midwest Cooperative Conservation Program headquartered at Southern Illinois University, has been named Preservation Project Specialist.

\* \* \*

The New York City Department of Records and Information Services has appointed CHRISTOPHER M. BEERMAN as counsel to the agency and MICHAEL A. BOGDAN as director of Administration.

\* \* \*





#### REFERENCE SHELF

#### REPORT DETAILS STATE ARCHIVES PRESERVATION NEEDS, ADVANCES RECOMMENDATIONS FOR ACTION

A report issued by the National Association of Government Archives and Records Administrators (NAGARA) concludes that "a preservation crisis confronts this nation's state archives. Most do not have adequate plans or resources to handle the preservation requirements of their holdings." The report advances several recommendations for action by the states themselves, by the federal government, and by other concerned parties to meet this critical and growing need.

Preservation Needs in State Archives (56 pp. plus appendices) is the result of a two year study carried out for NAGARA by Howard P. Lowell, a nationally recognized preservation expert, with a grant from the National Historical Publications and Records Commission. Lowell distributed preservation program questionnaires to all state archives, visited ten of them for first-hand study of their preservation needs and programs, and also discussed problems with a number of preservation experts. His comprehensive report concludes that "no state archives approaches the goal of providing total preservation care for its permanently valuable records." Many states do not have adequate storage facilities. Most have no plans for confronting their preservation problem and lack conservation laboratory facilities. State archival programs tend to be understaffed, so few staff can work on preservation efforts, and most states lack trained preservation personnel. The report contends that "the need is both critical and immediate." If it is not met, "documentary resources essential for the American

public to establish their rights, understand the past, cope with the present, and plan for the future will vanish forever."

The report advances several recommendations for a cooperative national approach to preservation, requiring commitment of new resources from the individual states, the federal government, and the private sector. Among the recommendations are: needs assessment and preservation planning for each state archives, upgrading of storage space and facilities, basic archival preservation treatment, increased microfilming, expanded training opportunities in preservation administration and conservation techniques, support for regional conservation centers, research and development to derive new preservation and conservation tools, and establishment of a Committee for Archives Preservation.

The report points out that the preservation problems of the nation's state archives are similar to those of other archival materials and research resources. Many of the solutions advanced in the report could also lead toward meeting those broader problems.

Preservation Needs in State Archives is available from the NAGARA Executive Secretariat, New York State Archives, 10A75 Cultural Education Center, Albany, NY 12230.

\* \* \*

Laura M. Coles' "The Role of Archives in Documentary Publishing" appears in ABCA Newsletter, vol. 12, no. 1 (Winter 1986), pp. 6-7. It is available from the Association of British Columbia Archivists, c/o Gary Mitchell, Records Management Branch, 856 Yates Street, Victoria, BC V8V 1X4, Canada.

\* \* \*

Business History Review has initiated a new series of reports on the status of business archives documentation. In an article in the Autumn 1985 issue, Florence Bartoshesky Lathrop reported on the history of Harvard Business School's Baker Library holdings. A second article by Lathrop on a proposed national collecting strategy for business archives will appear in the Spring 1986 issue. Future articles will include reports on Latin American corporate sources by Vera Reber of Shippensburg College, sources in the Harvard Business School's Kress Library by Ruth Rogers and the history and holdings of the Hagley Library by Michael Nash.

\* \* \*

"Planning for the Archival Profession," the final report of the Task Force on Goals and Priorities has been published by the Society of American Archivists. This report attempts to outline the major goals toward which the archival profession should be working. It seeks to define and promote ways to identify and preserve records of enduring value to society, to manage effectively programs for the care of those records, and to promote their use.



\* \* \*

Washington University Libraries has published A Guide to the Modern Literary Manuscripts Collection in the Special Collections of the Washington University Libraries compiled by Timothy D. Murray. Seventy-six collections are covered and a modern literature author list and index are included. It is available from Special Collections, Washington University Libraries, Campus Box 1061, St. Louis, MO 63130.

\* \* \*

The Corcoran Gallery has published A Guide to the Corcoran Archives compiled by Katherine M. Kovacs. It includes a history of the gallery as well as a chronology of events and descriptions of the records of each department and activity. Appendices list selected sources of complementary records in other repositories and selected publications. It is available for \$ 5 plus postage from the Corcoran Archives, 17th Street and New York Avenue, NW, Washington, DC 20006; telephone (202) 638-3211.

\* \* \*

In October 1985, the Greenwood Press of Westport published Congressional Committees, 1789-1982: A Checklist. This 210-page checklist, arranged in keyword order, identifies the more than 1,500 standing, select, special, and joint committees that have existed since 1789 in the Senate and House of Representatives. Each entry includes citations to the legislation authorizing the establishment and, where appropriate, the termination of committees and references to their reports. There are also indexes by subject and session of Congress.

\* \* \*

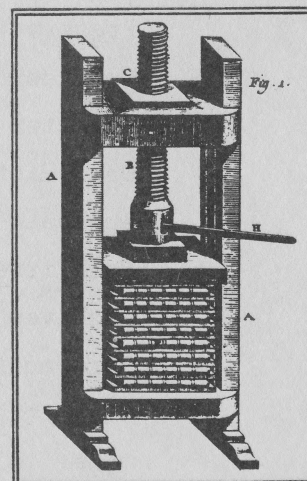
The ninth edition of Record Retention Timetable is off the press. Included in this 8-page guide is a chart which names government authorities and specifies time the law demands for the retention of over 170 listed office records including daily invoices, accounts receivable and accounts payable ledgers. Retention charts also pertain to plant, property, personnel and security records, as well as contracts. Many of the records listed are required by law to substantiate corporate income tax deductions and others needed as proof for local, interstate and federal regulations.

The ninth edition of the Record Retention Timetable points out that while records usually appear on paper and cards, there is also much information that is kept on such materials as film, microfilm, plastic and even light metals, such as offset printing plates.

What to do when the record keeping period is over? This guide suggests how to dispose of important papers safely -- when you are legally allowed to. Included with this attractive, 2-color, easy to read timetable and record guide, is an additional 2-page article describing the action to be taken in a properly organized paper disposal program.

The Record Retention Timetable is available free of charge when requested on business letterhead addressed to: Michael Business Machines Corporation, 145 West 45th Street, New York, NY 10036.

\* \* \*





## MARAC EDUCATION AND OUTREACH QUESTIONNAIRE

The Education and Outreach Committee will be working with future program committees to plan a series of workshops designed to meet the needs of MARAC membership. Below are several suggested topics. Please feel free to add additional suggestions. Rank from 1 to 5 the topics in which you are most interested and check the level of presentation you would find most useful.

Please return your responses by August 15 to: Susan E. Davis, Rare Books and Manuscripts Division, New York Public Library, Fifth Avenue and 42nd Street, New York, NY 10018.

	<i>Basic</i>	<i>Advanced</i>
Documentation Strategies	_____	_____
Appraisal	_____	_____
Arrangement	_____	_____
Description	_____	_____
Preservation	_____	_____
Confidentiality and Access	_____	_____
Disaster Preparedness	_____	_____
Oral History	_____	_____
Automated Techniques	_____	_____
Facilities Planning	_____	_____
Archives and Society	_____	_____
Personnel Management	_____	_____
Exhibit Preparation	_____	_____
Other (please specify)	_____	_____



# CERTIFICATION QUESTIONNAIRE

The Society of American Archivists has solicited our response to their proposal for a certification program for archivists. Please complete the following questionnaire and return it to: Richard Strassberg, Cornell University, 144 Ives Hall, Ithaca, NY 14851-0952. Feel free to comment on any questions - please refer to the question by number.

Yes	No	
_____	_____	1. Do you favor the concept of certification as a way to set standards for:
_____	_____	a. individual archivists?
_____	_____	b. archival educational or training programs?
_____	_____	c. operating archives or manuscript repositories?
_____	_____	2. Do you generally favor the SAA Individual Certification Proposal?
_____	_____	3. Do you favor:
_____	_____	a. certification by petition (grandfathering)?
_____	_____	b. certification <u>only</u> by examination?
_____	_____	c. recertification through a point system or an examination?
_____	_____	d. recertification <u>only</u> through examination?
_____	_____	4. Are you yourself eligible for certification by petition (grandfathering)?
_____	_____	5. Do you envision having difficulties getting recertified using the specified point system once you have been certified?
_____	_____	6. Are you willing to pay to be certified and (if yes):
_____	_____	a. are you willing to pay in a lump sum?
_____	_____	b. do you want payments spread out?
_____	_____	c. should fees be waived for unemployed archivists?
_____	_____	7. How should the Board be administered initially:
_____	_____	a. by SAA Fellows appointed by SAA?
_____	_____	b. by individual archivists nominated by SAA and regional archival groups?

## PERSONAL PROFILE (OPTIONAL) -- CHECK OR COMPLETE WHERE RELEVANT

\_\_\_\_\_ Archivist    \_\_\_\_\_ Manuscript Curator    \_\_\_\_\_ Other (specify)

\_\_\_\_\_ I have been practicing my profession for \_\_\_\_\_ years

Type of institution served: \_\_\_\_\_ government, \_\_\_\_\_ religious, \_\_\_\_\_ academic,  
   \_\_\_\_\_ private historical agency, \_\_\_\_\_ business,  
   \_\_\_\_\_ other (specify)

Member: \_\_\_\_\_ MARAC, \_\_\_\_\_ SAA, \_\_\_\_\_ LOAC, \_\_\_\_\_ Long Island Archivists,  
           \_\_\_\_\_ Society of Georgia Archivists, \_\_\_\_\_ Archivists Round Table of  
           Metropolitan New York, \_\_\_\_\_ other (specify)



## SURVEY OF AFRO-AMERICAN COLLECTIONS

Please return this questionnaire to: Afro-American Survey, CLIS,  
Hornbake, UMCP, College Park, MD 20742.

Institution: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Type of institution: \_\_\_\_\_

Total number of staff members \_\_\_\_\_

Has your collection been included in published guides or listings?

\_\_\_\_NUCMC; \_\_\_\_Hamer; \_\_\_\_NHPRC Directory; \_\_\_\_Ash; \_\_\_\_Other.

Is your institution predominantly Afro-American? \_\_\_\_Yes; \_\_\_\_No.

### AFRO-AMERICAN HOLDINGS

Do you have Afro-American Records/Collections? \_\_\_\_Yes; \_\_\_\_No.

Types of records: \_\_\_\_manuscripts; \_\_\_\_photographs; \_\_\_\_oral histories;  
\_\_\_\_published sources; \_\_\_\_institutional records; \_\_\_\_other.

Date span \_\_\_\_\_; Most representative dates \_\_\_\_\_

Size of Afro-American collection \_\_\_\_\_ (linear feet)

Percent of your total collection that is Afro-American \_\_\_\_\_%

Do you have in-house guides to your Afro-American records? \_\_\_\_Yes; \_\_\_\_No.

Do you have published finding aids to the Afro-American collection? \_\_\_\_Yes; \_\_\_\_No.

When did you begin to collect Afro-American records? \_\_\_\_\_(year)

Do you have a collection policy for Afro-American records? \_\_\_\_Yes; \_\_\_\_No.

Are you now systematically collecting Afro-American records? \_\_\_\_Yes; \_\_\_\_No.

Do you network with other institutions in this area? \_\_\_\_Yes; \_\_\_\_No.



## EMPLOYMENT OPPORTUNITIES

EDITOR, WOMEN'S STUDIES, SWARTHMORE COLLEGE PEACE COLLECTION. One-year, full-time professional position funded by the Ford Foundation to compile a guide to the women's studies materials in Swarthmore College Peace Collection. Editing experience and M.A. in history or American studies with significant coursework in women's studies preferred. Send resume and three letters of recommendation to: Jean Soderlund, Curator, Swarthmore College Peace Collection, Swarthmore, PA 19081. Deadline: July 31, 1986. EOE.

\* \* \*

RECORDS ANALYST, NEW YORK COUNTY DISTRICT ATTORNEY'S OFFICE. The New York County District Attorney's Office is accepting applications for the position of Records Analyst. The position consists of inventorying records, producing records retention schedules, conducting systems studies, implementing records management policies and procedures and supervising a records room of eight to ten people. Applicants should be able to effectively communicate with personnel at various levels of government. Requirements: graduate degree and at least one year experience in a similar position. Salary: up to \$25,000 annually with excellent fringe benefits. Send resume to: Director of Personnel, Office of the District Attorney New York County, 1 Hogan Place, New York, NY 10013.

\* \* \*

MANUSCRIPTS LIBRARIAN, UNIVERSITY OF DELAWARE. Under the direction of the Head of Special Collections. Primary responsibilities include arranging and describing manuscript collections; preparation of finding aids; applying computer-based techniques to the control of and access to manuscript collections; physical maintenance and preservation of the collections. Other responsibilities: Special Collections reference and preparation of exhibits, participation in collection development; collection development for non-Special Collections subject areas may be assigned. Special Collections include over 100,000 volumes and approximately 500,000 literary and historical manuscripts. Areas include American, English, and Irish literature, American history, exploration and travel, fine arts, the history of chemistry and early science, horticulture, landscape architecture, Delawareana, and

numerous other specialized collections. Qualifications: ALA accredited MLS. Strong background in American history, literature, or civilization preferred. Appropriate experience in an archives, rare book or manuscript repository. Knowledge of MARC formats and familiarity with computer applications to manuscripts processing desirable. Rank and salary dependent upon experience and qualifications. Liberal benefits. To apply, send letter of application, resume, and the names and telephone numbers of three references to: Maidel Cason, Personnel Officer, Office of the Director, University of Delaware Library, Newark, DE 19717-5267. Deadline: August 15, 1986. EOE/AA.

\* \* \*





Brother Denis Sennett  
MARAC Secretary  
Friars of the Atonement Archives  
Graymoor  
Garrison, NY 10524

Bulk Rate  
US Postage  
**PAID**  
Alexandria, VA  
Permit No. 729

TIME VALUE MAIL

This newsletter was mailed  
the week of July 7th.



ISSN: 0738-9396

The mid-atlantic archivist (maa) is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes all interested individuals who live and work in the seven states of New York, New Jersey, Pennsylvania, Maryland, Delaware, Virginia, and West Virginia; and the District of Columbia. MARAC seeks to promote the professional welfare of its members; to affect cooperation amongst individuals concerned with the documentation of the human experience; to enhance the exchange of information between colleagues working in the immediate regional area; to improve the professional competence of archivists, curators, of textual, audiovisual and related special research collections, and records managers; and to encourage

professional involvement of persons actively engaged in the preservation and use of all types of historical research materials. Individual yearly membership dues are \$10.00. The dues year is from October 1 through September 30. Membership is not open to institutions, but institutions may purchase yearly subscriptions to maa for \$10.00. Requests for back copies of maa (\$1.25 each copy) and membership applications should be addressed to: Brother Denis Sennett, MARAC Secretary, Friars of the Atonement Archives, Graymoor, Garrison, NY 10524.

Items submitted for maa publication should be typed and double-spaced. Send material to; Ronald L. Becker, Department of Special Collections and Archives, Alexander Library, Rutgers University, New Brunswick, NJ 08903; telephone (201) 494-6447 home. Deadlines are the first of March, June, September and December.

Advertising rate cards and mechanical requirements for ad copy may be obtained from: Leslie Hansen Kopp Production Editor, maa, 752 West End Avenue 17K, New York, NY 10025.

Editor  
Production Editor  
Book Review Editor  
Preservation News Editor  
Technical Leaflet Editor  
Circulation Editor

Ronald L. Becker  
Leslie Hansen Kopp  
Mary Boccaccio  
Susan G. Swartzburg  
Gregory S. Hunter  
Carla Lauer